

Frequently Asked Questions

How do I obtain access to ONCE?

Request access to the ONCE application automatically at <https://idmax.nasa.gov> using NAMS. Detailed instructions can be found via the Access Instructions hyperlink on www.oncedata.com.

Why can't I log into ONCE?

Contact the ONCE [help desk](#) (843-360-9394) to verify that your ONCE account is active. Your next step is to contact the [NDC help desk](#) (866-419-6297) to have your password reset if the issue is not related to your ONCE account.

What is a CADRe?

A CADRe (Cost Analysis Data Requirements) is a document file set of historical information on NASA project. A CADRe is divided into 3 parts.

What is contained in each part of the CADRe?

PART A is a narrative project description; PART B captures the key technical parameters; PART C captures the project's cost estimate and actual life-cycle costs.

How can I obtain the original CADRe files?

The user can obtain the original CADRe files via ONCE. The CADRe Library is accessible via the "Libraries" menu item or by clicking the CADRe event hyperlink within any CADRe status screen in ONCE.

Why can't I see all of the CADRes?

Access to CADRes are limited to completed missions and in-progress missions managed out of the user's "home" NASA center.

How do I query the CADRe data in ONCE?

Data can be queried via the "User Reports" menu item. CADRe technical and cost data can be filtered by center, event, program, mission and WBS element. The resulting dataset can then be exported to Excel.

How do I access models hosted on ONCE?

All models are accessible via the "Model Portal" menu item.

Why do some of the folders in the CADRe Library not contain files?

Some CADRes may be "Schedule Only". These CADRes have the same file structure as full CADRes but do not contain the part A/B/C fileset. The file folder structure is created for future transition of the Schedule Only CADRe to a full CADRe.

What if I have questions about the data in ONCE?

Contact the ONCE [help desk](#) (843-360-9394).